

**South Central Regional Trauma Council
Executive Committee Meeting
Hutchinson Hospital
12:00-1:30 p.m.
August 28, 2003**

MINUTES

Call to Order

Dr. Diane Hunt
Chairperson

The Chairperson thanked Wesley Medical Center for providing the lunch.

Approval of minutes from the 04 June 2003 general meeting

Approval of minutes from the 01 May 2003 executive committee meeting

MOTION: Diana Lippoldt moved for approval of both the general and executive minutes as published, with Tim Pitts seconding the motion. The motion was approved by unanimous voice vote.

The revised bylaws were reviewed for accuracy and approved. The bylaws will be emailed to the general membership.

- **Associate membership applications consideration**

Associate membership applications were introduced by the Chairperson and reviewed by the committee.

Judy Theriot-Reno County Health Department: A motion to approve was extended by Tim Pitts with Diana Lippoldt seconding the motion. The motion was approved by unanimous voice vote.

Tammy Bauer-Wesley Medical Center: A motion to approve was moved by Donna Myer with Nancy Zimmerman seconding the motion. The motion was approved by unanimous voice vote.

Janet Cusick-Yost-Via Christi Burn Center: A motion to approve was moved by Tim Pitts with Diana Lippoldt seconding. The motion was approved by unanimous voice vote.

- **Fill Vacant Position**

Rita Bonetti, ARNP from Harper County Health Department was present as she had discussed with the chairperson an interest in serving on the executive committee. Rita's background in public health and injury prevention were discussed. Rita reported that she would not be able to fill the Injury Prevention Chairperson position. The committee discussed the history of challenges maintaining representation of health departments on the executive committee. Rita assured the committee she would maintain activity on the committee.

MOTION: Nancy Zimmerman moved for approval of Rita Bonetti as an executive committee member representing health departments in the region. Sue Ebertowski seconded. The motion was approved by unanimous voice vote.

Trauma Program Update

RosanneRutkowski
KDHE Trauma Program

Rosanne provided the update. 73 hospitals have been trained and/or are collecting trauma registry data. 38 additional hospitals will be trained this fall. 11 small hospitals that see little if any trauma patients have not signed up for training. All hospitals are required to report data by February 2004. The second download of data has been scheduled for August 29. A trauma registry report should be available by the November Advisory Council on Trauma (ACT) meeting. A data completeness report will be provided to all trauma registry hospitals to assist in comprehensive data collection. Regional reports should be provided by the end of the year.

Rosanne reported that dollars for ACLS training might be available through a cardiovascular grant received at KDHE. Rosanne will provide additional information as this program develops.

The Kansas Emergency Medical Services for Children Symposium has been scheduled on October 9 and 10 at the Hyatt in Wichita. Registration forms were mailed on August 27, 2003. A pre-conference meeting of all RTC executive committees has been scheduled on October 8 from 8:00 to 4:00 at the Cessna Room, Wesley Medical Center in Wichita. Please inform Kendra if you will attend and/or require lodging. Lodging will be paid for at the LaQuinta in Wichita. Breakfast items, lunch and snacks will be provided. All ACT members have been invited to attend the pre-conference meeting.

The Emergency Medical Dispatch report should be available to the regions by the end of September. Survey information will be reported by trauma region. KDHE received second year EMD grant funding. The trauma fund matched \$18,000 for a total grant of \$54,000. The second year focus will include EMD training.

Tim Pitts, SCKTR representative to the ACT, provided the report regarding the August 27 ACT meeting. Tim provided the trauma budget to the committee. The ACT heard a proposal from David Lake, Administrator of the Kansas Board of EMS, requesting approximately \$155,000 of trauma funds for a pre-hospital data collection pilot project, regional data collection support, and medical director training. The proposal was tabled until a sub-committee of the ACT could be formed to consider the proposal.

Five-trauma regions submitted budget proposals. The SC did not submit a proposal. The ACT allotted \$60,000 to the regions. The same sub-committee of the ACT that will be considering the Board of EMS request will determine criteria for spending of RTC funds. Operational expenses will likely not be funded.

Tim encouraged members to use the trauma education funds. The ACT discussed expanding the types of courses and education funded through the contract. Contract revisions will be necessary to expand offerings. The ACT discussed allowing urban providers to apply for funding. Various options were discussed. Definitive decisions were not made during the meeting. The trauma education contract is renewed December 17 of each year.

The committee discussed fashioning a budget around a proposed \$10,000 allotment. The SC survey results will be used. The top three priorities of the trauma plan will be heavily considered. Public education should be considered. Kendra will begin the process and email to the executive committee members for additional review.

Reports from Sub-Committees

Staff Education

Diana Lippoldt,
Chairperson

- **Education Survey**

Education Sub-Committee minutes from the July 10 meeting were provided. Short Term goals include increasing the number of ATLS verified physicians to 75% in the next year, and increasing the number of ATLS verified physicians to 100% in five years. Another goal will be to work with local education institutions to have them include trauma training as part of the course curriculum. Also, hospitals in the region will be encouraged to have their nurses obtain TNCC verifications. Development of an educational website with the Kansas Trauma program website will be coordinated. Finally, increasing the number of PHTLS verified providers and instructors. Tammy and Kendra will create a brochure for executive committee review. For specific actions steps, please find the education minutes posted at www.kdhe.state.ks.us/olrh/Trauma.htm.

Injury Prevention

Vacant

- This position remains vacant. Dr. Hunt will continue to search for a potential chairperson, as this will be a premier sub-committee. In the meantime, Dr. Hunt would like to meet with injury prevention coordinators in the region, such as, Carolyn Jenlink, Janet Cusick-Yost, Jenny McCracken, and other interested coordinators to devise a plan of action for this sub-committee. Donna Myers, Nominating Committee Chairperson would also attend. Sondra Mayfield of Marion County Health Department may be contacted as a potential chairperson for this sub-committee.

By-Laws

Terry David
Chairperson

- No report.
- Sign approved bylaws-This will be added to the next meeting agenda.

Nominating

Donna Myers
Chairperson

- No report.

Old Business

- Budget Proposal Update-See Tim Pitts report under State Trauma Program Report.

Announcements

The next executive committee meeting has been scheduled on November 13, 2003 starting at 1:00. The meeting will be located at Wesley Medical Center.

Adjournment

The meeting was adjourned.